

Complete Legal Description

A Complete Legal Description **should** include the following information:

- The platting information (if property is platted):
 - Subdivision name or Certified Survey Map number (CSM#)
 - Lots and or blocks
- or if unplatted, then "metes and bounds" tied into the Public Land Survey System (e.g. Commencing 232 feet S 23° 12' 34' W of NW cor)
- Public Land Survey Information:
 - Quarter Section or Quarter/Quarter Section (e.g. NE 1/4 or NE 1/4 NE 1/4)
 - Section number (There are 36 sections in a township - e.g. Section 12)
 - Town number (e.g. T 11 N) note all towns in Wisconsin are N (North)
 - Range number (e.g. R 15 E)
- Municipality (e.g. Town, Village or City of Beaver Dam)
- County
- State

Note: The abbreviated tax description on your property tax bill is not a complete legal description. If you use the abbreviated tax description in your document, it will be rejected for recording.